



AN EQUAL OPPORTUNITY EMPLOYER – EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THIS STATE. THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

CLASSIFICATION: Surgical Nurse I (8135)
Part-Time/ Full-Time, Permanent
\$3623.00 - \$4354.0 (Based on Full-Time)
Plus \$800.00 per month Recruitment & Retention Bonus

LOCATION: Nursing Service

FINAL FILE: UNTIL FILLED

Note: Hiring for this vacancy is contingent upon obtaining exemption approval from the current hiring freeze.

DUTIES & RESPONSIBILITIES:

The predominant duties for this position include, but are not limited to:

- Restocking of supplies, assist Supervisor in ordering supplies, equipment, drugs, cleaning solutions, etc.
- Make up supplies and instruments for sterilization; wash, clean, wrap and sterilize dressings and instruments.
- Assist Doctor in Surgical and Orthopedic clinics—pre and post operative nursing. Assist with treatment, surgical treatment, etc.
- Circulating: Identify patient, help move patient to O.R. table and see that patient is in proper position and as comfortable as possible. Assist scrub nurse in opening packs and supplies. Assist Anesthetist as needed. Stand-by while patient is being inducted. Record information on Operative Report, make cost accounting charges, Pathology request, and perioperative notes. During procedure, remain in room to assist scrub nurse, anesthetist and surgeon. Set up electrosurgical unit, suction and any necessary equipment. Have x-rays as needed. Make any necessary calls regarding patient return to ward or transfer elsewhere. Label and package specimen. Check sponge, needle and instrument count. Assist with dressing and transferring of patient to guernsey.
- Scrub: Open packs and sterile supplies. Surgical hand scrub. Set up instruments, sutures and supplies. Make initial sponge, needle and supplies. Assist surgeon and assistant surgeon during procedure. Make final count. Apply dressing. Clean up instruments and equipment. Assist with patient transfer if needed. Decontamination of instruments and equipment used.
- Lead and oversee Auxilliary personnel.
- Order needed supplies. Check for any out-dated drugs. Attend Inservice and compulsory meetings. Attend conferences to discuss, research and plan cases. Scheduling employee's time.
- Changing into proper O.R. attire. Wet dust furniture, lights and all flat surfaces. Select instruments and supplies to be used for each case.
- Other duties as related.

WHO MAY APPLY:

Applications will be accepted from individuals with permanent State Service in the class of Surgical Nurse I, or working in a class eligible for lateral transfer, reinstatement or list eligibility to this class. Priority consideration will be given to candidates on the SROA list. Applications will be subject to screening and only the most qualified will be interviewed.

HOW TO APPLY:

Candidates should submit a State Application (Std. 678), copy of valid California Registered Nurse License and resume to:

VETERANS HOME OF CA – YOUNTVILLE
PERSONNEL SERVICE – TESTING UNIT
110 CALIFORNIA DRIVE
YOUNTVILLE, CA 94599-1414

INQUIRIES:
VOICE: (707) 944-4550
TDD: (707) 944-4560

Release Date: May 14, 2003